

**METRO RICHMOND  
LOCAL HUMAN RIGHTS COMMITTEE  
Richmond Behavioral Health Authority  
107 South 5<sup>th</sup> Street  
March 2, 2011  
5:30pm**

**Draft MINUTES**

**In Attendance:**

**Committee Members:** James Wallace, Chair; Jen Spangler, Shontay Harris,

**Committee Members Absent:** None. All Present

**Staff Support:** Carrie Flowers, Advocate DBHDS, Laura L. Nguyen RBHA

**Affiliate Members Present:** Marcellus and Holly Gibson, **TLC**, Christopher Brown, **J&D Residential**; Jennifer Ovide, **A Grace Place**; Karen Angeloff, **FPS, Inc**; Stephanie Bozeman-Dixon, **Diamonds in the Rough**; Mary Carreras, Betsy Blair **Tucker Pavilion**; Tracey Smith, **AES**; Rhonda Gonzales, **Unique Lessons**; **Dana's Habitat**; Sandy Brudvig, **Cumberland**; Rachel Fisher, Rosey Sushkoff, Shawn Freeman, **Dominion Youth Services**; Denisha Potts, Rozetta Brackett, Courtney Tyler, **Community Residences**; Tiffany Gunn **IACS**; Samara Gracia, **TSG (Divine Residential Services)**

**Affiliate Members Absent:** None

**I. Welcome/Call to Order**

Mr. Wallace called the meeting to order at 5:35pm.

**II. Review of Minutes**

Minutes of the Metro Richmond LHRC December 2010 meeting were reviewed and approved with one correction

Public Comment

No public comments were offered.

**III. Treasurers Report**

Current balance is \$5,590.67, \$300.00 to be deposited and \$400.00 Affiliation dues outstanding

**IV. BHDS Report**

**Carrie Flowers reported the following:**

- Additional Volunteers are needed for the Metro Richmond LHRC. The SHRC is in the process of reviewing all committees that do not have the required membership composition and will be consolidating those committees not having enough members.
- Reiterated process for reporting complaints and Abuse Allegations to the OHR: Providers are to send Community Complaint, Abuse/Neglect report form, the Provider's investigative report and a copy of the letter sent to the consumer to the OHR Regional Advocate.
- New LHRC and Affiliated Provider Cooperative Agreements must be signed in June per the recent SHRC decisions re: LHRC Structure as the changes will be implemented in July 2011.

**V. Old Business:**

- Providers are required to complete a Human Rights Verification form (located on the Licensing Regulations page on the DBHDS website) prior to making a request for affiliation /Program Expansion and send this completed form to the OHR to the attention of Margaret Walsh.

**VI. New Business:**

- Mr. Wallace announced an Ad hoc Committee will be formed for the purpose of developing a draft as to how the LHRC will implement the changes inherent to the implementation of recent SHRC decisions re: LHRC Structure. Volunteers for this committee are requested to contact Laura Nguyen.

**VII. VI. Affiliate Presentations**

*Human Rights Activity Reports were received and accepted from the following affiliate providers:*

- A Grace Place
- TLC Residential & Adult Day Services of South Richmond
- Associated Educational Services of VA
- CJW Medical Center Tucker Pavilion
- Community Residences
- Cumberland Hospital
- Dana's Habitat
- Diamonds in the Rough
- Dominion Youth Services
- Family Preservation Services
- Independent Adult Care Services

**Executive Session**

*At 6:30 pm A motion was introduced and properly seconded for the LHRC to go into Executive Session pursuant to Virginia Code 2.2-3711 for the protection of the privacy of individuals and their records and personal matters not related to public business, namely to review Behavioral Support Plans from Community Residences..*

***Return to Open Session:***

*Upon reconvening into open session at 7:20 PM the Local Human Rights Committee certified that only public business matters lawfully exempted from statutory open meeting requirements and only public business matters identified in the motion to convene the closed session were discussed in closed session.*

**Roll Call:** James Wallace-so certified, Shontay Harris so-certified and Jen Spangler so-certified

**VIII. Date, Time, Location for next meeting**

April 20<sup>th</sup>, 5:30pm at the Richmond Behavioral Health Authority

**IX. Adjournment** at approximately 7:45pm